

John R. Benson
HSEMD

Andy Buffington
Communications Center

Vacant
EMS

Larry Smith
Emergency Management

Angela Clouser
Member-At-Large

Ellen Hagen
Fire Department (Volunteer)

Rob Rotter
Sheriff's Office

Michael Kasper
Sheriff's Office

Michele Bischof
Fire Department

Tom Lampe
Iowa DPS

Jason Leonard
Municipal Police Department

Carole Lund-Smith
ILEA

David Ness
Municipal Police Department

Vacant
Communications Center

Marty Smith
Iowa DPH

Vacant
Iowa DOT

Jeffery Swearngin
Iowa DNR

Patrick Updike
Iowa DOC

Jeff Franklin
Office of the CIO

Legislative Members
Senator Jim Lykam
Senator Randy Fenestra
Representative Bob Kressig
Representative Steven Holt

Meeting Minutes
Iowa State Interoperable Communications System Board
February 14, 2019
West Des Moines City Hall
4200 Mills Civic Parkway
West Des Moines, Iowa

Meeting called to order by Chair Lampe at 10:30 am.

Conference telephone line was opened for public listening and comment, and for Board members who found it impractical to attend in person.

Fifteen voting board members attended, via phone and in-person, establishing a quorum.

Voting Members in Attendance: Jeff Swearngin, Patrick Updike, Sandy Black, Marty Smith, Tom Lampe, John Benson, Andy Buffington, Ellen Hagen, Michele Bischof, David Ness, Jason Leonard, Rob Rotter, Michael Kasper, Larry Smith, Angela Clouser

Members via Conference Line: None.

Non-Voting in Attendance: SWIC Chris Maiers, Outreach Specialist Shawn Wagner, Administrative Assistant Hollie Davidson

Absent: Jeff Franklin, Carole Lund-Smith

Guests: Connie Stufflebeem, Rob Dehnert, Crystal McIntyre, James Lundsted, Steven Gray, Curtis "Wally" Walser, Dave Lockard, Robert Bokinsky, Marcia Slycord, Amanda Roush, Tom Reis

Approval of Agenda: Michele Bischof made a motion to approve the agenda. Andy Buffington seconded the motion. All in favor. Motion passes.

Approval of Minutes: Lt. Michael Kasper made a motion to approve the meeting minutes from the January 10, 2019 meeting. Marty Smith seconded the motion. All in favor. Motion passes.

SWIC Report: SWIC Maiers gave an update on his trip to Mesa, Arizona for the TIA/TR-8 P25 meeting. The encryption white paper was scheduled to be discussed, but due to the government shutdown, they were unable to meet. The plan is to discuss this at the next meeting in June.

SWIC Maiers reported that the P25 Steering Committee (P25 SC) plans to meet remotely to discuss any standards passed by TIA/TR-8 within the next couple of weeks. Some of these standards are related to trunking control channels and messages. The standards have been revised to make them more applicable and up to date.

SWIC Maiers stated that the next TIA/TR-8 is to be held at the Hilton in downtown Des Moines.

Ron Parks of the Phoenix Police Department gave a presentation to the P25 User Needs Subcommittee regarding the success of their interoperable radio systems. The Phoenix system is very similar to ISICS. SWIC Maiers stated that based on best practices Ron Parks discussed, the policies and standards that ISICSB has enacted thus far are very similar to what has worked well for the Phoenix Police Department. SWIC Maiers expressed his gratitude towards the ISICSB and Committee members for their work in developing policies related to interoperability that resemble findings from other states and their best practices.

SWIC Maiers gave an update regarding the StatusBoard. The papers regarding Minnesota and Iowa should be ready to finalize by the end of the month. Once the agreement is executed, work will begin on the deployment phase of that project.

SWIC Maiers gave a follow-up report regarding the grant funding application submitted by the Operations Committee for the HSGP application related to the STR trailer updates.

Unfortunately, the grant was denied. Chair Lampe asked if a reason was given. SWIC Maiers added that at this time, the focus of the program the ISICSB applied to is not going to be on communication projects in general.

SWIC Maiers gave a follow-up report regarding interstate interoperability. Regular meetings are taking place with Minnesota, Illinois, and Wisconsin. Meetings with Missouri, Nebraska, and South Dakota will also be taking place in the near future. There have been scoping calls that have taken place with these states. Surveys with these other states have also been generated to gather information about radio equipment, what is programmed in their radios, etc. At this point, the SWICs from Illinois, Missouri, Nebraska, South Dakota, Minnesota and Wisconsin all agree that users from neighboring states should be able to interoperate on neighboring systems when needed without costs. This has the potential to simplify aspects of interstate interoperability. At this point, the meetings have produced a process for an Iowa county to join the Minnesota ARMER system for interoperability and a Minnesota county to join ISICS for interoperability.

Larry Smith inquired as to whether there would be any training programs for the Status Board. SWIC Maiers stated that there would be training available and these trainings would most likely be done virtually.

E911 Council Report & E911 Program Manager: 911 Program Manager Blake DeRouchey stated that at the last meeting, the 911 Council reviewed the quarterly expenses and revenues of the 911 program and discussed the 911 annual legislative report. The Council also discussed statewide ally as part of the network responsibility rather than the onus. There was discussion regarding the 911 grant application they plan to apply for that is due in April. This grant should bring approximately two million dollars to the state for federal grant revenue. The money will be used specifically for the virtual consolidation projects. Mr. DeRouchey stated that nine PSAPs have signed binding contracts for the shared services post remote call handling, and twenty-nine PSAPs have expressed interest.

Mr. DeRouchey opened the floor for questions to which there was none.

User Group Committee: User Group Committee (UGC) Chair Buffington reported that the committee reviewed five applications. One of these is an update, and four are new applications.

UGC Chair Buffington stated that the committee had a lengthy discussion regarding the interstate interoperability agreements for the border counties and whether or not a blanket approval should be completed for neighboring state PSAPs similar to what was done in Iowa, and how to make that happen. The UGC is going to monitor how things are going with Iowa and Minnesota before taking action on any type of blanket approval for neighboring states' PSAPs.

Finance Report: Finance Committee Chair Hagen reported that the monthly net expenditures during January for the Interoperability and Broadband Communications Fund were \$8,814. The January ending balance was \$214,153. Monthly expenditures for SLIGP 2.0 were \$12,470. Of that amount, \$9,976 were federal expenditures. The remaining federal amount available from the SLIGP 2.0 grant is \$123,365.

Governance Committee: Governance Committee Chair Benson reported that there are four standards up for approval today under New Business.

Operations Committee: Operations Committee Chair Bischof reported that the Operations Committee met and discussion took place regarding the notice of intent for the HSGP grant that was denied. The Committee also provided feedback on the air-to-ground policy for the Technology Committee.

Outreach Committee: Outreach Committee Chair Hagen reported that the committee continues to send out all received information to contacts across the state.

FirstNet Outreach Specialist Report: FirstNet Outreach Specialist Shawn Wagner gave an update on the FirstNet Regional Forum that is currently being planned. The forum date has been set for May 29th-May 30th, 2019, at Prairie Meadows. More details will be provided and presented to the board for approval at next month's meeting.

Chair Lampe asked Mr. Wagner to inform the board as to what this forum will entail and what the objectives are for the outcome. Mr. Wagner stated that the Forum would involve the four states in Region 7 – Iowa, Nebraska, Missouri, and Kansas. The estimated attendee count is approximately 150 people. Representatives from AT&T will be conducting device and equipment demonstrations, and FirstNet representatives will present how the network could be used. Chair Lampe elaborated on some of the planning meetings that have occurred. A deployable will be on display as well as other equipment and devices. An agenda and scope document are still being developed.

Larry Smith inquired as to whether or not the registration process will have a verification for users who register for FirstNet Service. Shawn deferred the question to Kyle Spies from AT&T for clarification. Mr. Spies stated that each agency goes through a verification process when a new service contract is executed. AT&T also has an exception process that goes through the FirstNet Authority Board.

Chair Lampe further commented that the FirstNet Broadband Subcommittee has reconvened. Michele Bischof is the chair of the Subcommittee, and Jason Hoffman is the vice chair. The purpose of the FirstNet Broadband Subcommittee is to bring any board concerns to the table regarding the FirstNet initiative. AT&T presents a status update on the network in Iowa. As of date, AT&T is ahead of schedule.

Mr. Wagner stated that newsletters would continue to include contact information for AT&T and FirstNet representatives to answer any questions or concerns from the board.

Training/Exercise Committee: SWIC Maiers reported that the Training Committee has submitted the 2019 TA requests to ECD. These include the PSAP Cybersecurity Webinar, COML and COMT. Once the TA requests are approved, the Training Committee will coordinate closely with the 911 Council to ensure every PSAP participates in the webinar. The TA requests also include possibly updating aspects of the SCIP.

The Training Committee is also looking to fill the chair position, and if anyone is interested in the position, please let him know.

Technology Committee: Technology Chair Updike reported that the committee met on January 24th, February 5th, and February 6th. Chair Updike attended the Operations Committee meeting on January 16th. Prior to that meeting, Chair Updike sent out a draft for the 700 MHz air to ground channel frequencies to help start coordination with the Operations Committee and Standards Working Group. The original idea was to regionalize the channels, but some feedback focused around just establishing a statewide pool. Another avenue that was explored was specifying that agencies that wish to use the channels do the licensing, but that idea was deemed to be unworkable.

At one of the Technology Committee meetings, Chair Updike sought counsel of Sandra Black. Ms. Black was pulled into the phone call and provided information to which Chair Updike made changes to the draft. It was discovered that the most workable solution may be

for the State to license the channels and decide via policy how and where the air to ground channels are used.

Technology Chair Updike then edited the air to ground channel policy and started coordination with members of the Operations Committee and began working out details on licensing the air to ground channels and any other frequency the ISICSB may need.

Chair Lampe suggested that if the Board chooses to control the licensing, Ms. Black would be great for leading this effort. Ms. Black stated that after discussing these issues with Tracy Simmons of the FCC and Roberto Mussenden, the licensing is under control of the state. In this case, the state is referring to whomever the Governor appoints to be in control of the channels.

Ms. Black stated it is her opinion that if the state controls it, and it is part of the ISICS plan, it should be licensed under the ISICSB. Chair Lampe stated that he would be willing to help get the approval for this from the Governor.

Ms. Black also clarified that just because the State owns the channels, it does not mean that others cannot use those channels as well as long as the proper documentation is signed with respect to air to ground channels. Ms. Black clarified that the other processes are still in place for other frequency licensing for various uses.

Technology Chair Updike stated that continued coordination would make the licensing and policies successful for the air to ground channels. Chair Lampe discussed some processes with Technology Chair Updike to develop a path forward.

LEA Committee: LEA Committee Chair Stuffbeem reported that the first meeting for the Lea Committee is scheduled for February 19th, 2019, and will be recurring every 3rd Thursday of the month thereafter. Chair Stuffbeem has been working with Vice Chair Rotter to ensure that committee members consist of members in all areas of the state of Iowa. As of date, members include police officers, sheriffs, dispatchers, Iowa State Patrol, technical representatives, SWIC, and Deputy SWIC.

Chair Stuffbeem stated that the purpose of the LEA committee is to create a smooth transition from the old LEA to the ISICS Platform. The change is necessary because the old copper being used for LEA's backhaul is unreliable and is being retired. Chair Stuffbeem expressed the importance of participation across the state, as this is a joint effort. If anyone is interested in joining the committee, please contact Chair Stuffbeem or Vice Chair Rotter.

Chair Lampe expressed that the diversity of the committee is an excellent plan, as it is extremely important that the local agencies have a voice in the changes.

Other Reports: SWIC Maiers reported that he received an update from Sheriff Fank in Worth County who was working with the Minnesota governance to discuss interstate interoperability. The Worth County application to the Minnesota system was approved by the regional board and is being forwarded to the state level for final approval. Chair Lampe expressed his appreciation to SWIC Maiers for the work he has done on this.

Chair Lampe gave a DPS status update. He stated that the call loggers are being installed starting within Des Moines at the Joint Forces Headquarters (JFHQ). Consoles at the other DPS communication centers will be installed soon. DPS is also preparing a Webinar for the DPS PSAPs and personnel to use as a refresher to the previous training. Refresher training is important to keep up with the system knowledge, as this can be confusing. They are also planning to program known frequencies that are used by local agencies into a zone in the DPS radios. This will give DPS personnel many methods to use for communicating across state and with local agencies. The misconception of not being able to communicate across agencies has been addressed, and PSAPs have been assured that communication will still be possible and accessible.

Chair Lampe reported that the network was tested recently in fourteen locations across the state via the execution of various warrants that spanned 100+ miles. The system was operational and in wide area trunking. The feedback from this was that the system worked flawlessly with portables even when cell phones did not work.

Lt. Mike Kasper stated that he received an email from the Legislature regarding House Study Bill 155. Lt. Kasper requested some background information on this bill. Chair Lampe explained that the bill intends to allow FirstNet to put the towers up in the counties via a process, which involves the Chair of the ISICSB and the SPOC. One other sentence within the bill refers to Radio Access Network, which was alarming to some in that the Board would have to approve every tower site. The best solution is to remove that portion of the bill. Chair Lampe clarified that this is for the FirstNet network and not related to any LMR network.

Motorola Solutions Representative Nick Putman gave the Motorola Project Update. Mr. Putman displayed the condensed version of the Platform Buildout Tracking Map. Mr. Putman stated that all sites are currently live, connected, and in wide area trunking except for Rock Rapids. The hardware has been ordered for the Rock Rapids tower and is expected to ship within the next couple of weeks. The weather has presented challenges in regards to the Rock Rapids buildout.

Mr. Putman gave a summary of the buildout. There is currently one active build and one to start in the near future. Coverage testing is expected to continue this month once weather begins to cooperate. Call logging integration is underway. DPS dispatch logging problems at JFHQ have been solved, and console installations will begin at other locations.

Preparation for the upgrade to the latest system release is in progress. Mr. Putman stated that this is planned for early March 2019. He also noted that a database freeze would be required when this happens, and any database changes during this freeze period will need to be logged manually and re-entered after the update.

Chair Lampe clarified to the Board that the word "DPS cutover" does not mean DPS is using the ISICS Platform for everything. This cutover means that DPS is cutting over with the new consoles and using the old VHF base system on the new consoles.

UGC Chair Buffington inquired as to whether or not locals will have access to the coverage testing grids and map results. Mr. Putman confirmed that this information could be shared once completed. SWIC Maiers added to this stating that these files would be massive, and

there needs to be an efficient method to disperse these to the Board and requestors. This could be accomplished through a shared drive. Mr. Buffington stated that his main concern is to see a map with grid points of his counties with pass/fail for each grid point that he could share with the locals in his area.

Technology Chair Updike asked if any local enhancements will delay drive testing of ISICS. Mr. Putman stated that those would not delay testing for state infrastructure since they are not part of the original build-out.

Jim Lundsted from the Department of Homeland Security Office of Emergency Communications gave an update. Mr. Lundsted stated that the old OEC no longer exists, and he is now part of the new Cybersecurity and Infrastructure Security Agency (CISA). The Emergency and Communications Division (ECD) is now elevated to be included with the cyber and protective security areas. The new CISA organization is designed to be the nation's risk managers and are tasked to train stakeholders to identify and mitigate risks.

Mr. Lundsted reported that CISA identified a series of malicious Chinese cyber actors in April 2017. As a result of this, the United States Computer Emergency Response Team (US CERT) recently held a series of webinars, and CISA has now been able to identify and mitigate for the entities that were affected. The biggest pathway for these types of attacks is through email. Credential harvesting and theft of privilege remain highly vulnerable to these email phishing attacks. CISA will be working on a cybersecurity webinar for public safety answering points.

CISA has just completed the first detailed risk assessment of a regional 911 system assessment. This will be a future TA deliverable for states for Land Mobile Radio (LMR) and 911 and traditional telecommunications. ECD has received Iowa's TA requests, and selections for these requests will be starting next week.

At&T representative Kyle Spies gave an AT&T/FirstNet update. Mr. Spies discussed AT&T's five-year network development timeline, rollout, and cost-saving options.

Mr. Spies informed of different coverage levels. Geographically speaking, AT&T and the FirstNet Committee have an agreement to cover the state of Iowa geographically at a minimum percentage of 98.44 percent of Iowa's rural areas and 100 percent of Iowa's urban areas. The minimum population coverage percentage is required to be 99.15 percent of rural and 100 percent urban population coverage.

Mr. Spies reported that the plan also includes building LTE expansion sites (such as 5G) as well as several Band 14 sites across the state. Mr. Spies reported that there are 211 new sites slated for buildout with 85 completed and others currently in progress. This includes 56 bandwidth expansion sites. Overall, they are over 33% done with play deployment.

Recent site additions that are now live include Clinton, Montezuma, New Sharon and Zwingle in Iowa. The video of the meeting will have the complete list of recent sites at <https://youtu.be/7IroBqDDuE8?t=3529>.

Chair Lampe requested that ISICSB have the authority to post the five-year network development timeline on the website. Mr. Spies stated this would not be a problem. Mr. Spies is working with the legal team to provide access to some of the maps, and Board members are welcome to reach out to him with any questions or concerns.

Terry McClannahan with the Dallas County Sheriff's Office gave an update on the Standards Working Group.

Mr. McClannahan reported there are four standards up for approval. The group is almost finished with the initial run of standards, and there are approximately 61 standards currently posted on the website.

The standards group welcomes user feedback on anything that might need to be changed on any of the standards.

The next meeting will be February 26, 2019, and will include compliance standards in section seven. The plan is to review section one (Interoperability Standards) after six months of implementation and ensure that the standards are applicable and effective.

Mr. McClannahan reported that Anne Roth is no longer with the Standards Working Group.

SWIC Maiers gave a brief update on the PSAP consolettes and control stations that are part of the PSAP grant. The consolettes and control stations have been ordered for all PSAPs except for one requested manufacturer order that was paused due to incompatibility with equipment already used in the field. The active orders are expected to arrive within the next few weeks. The workaround for how to handle the incompatibility issues are understood, and those should be ordered soon.

Sandy Black gave an update on the wind farm issues. An impromptu meeting was held with the Iowa Utilities Board. ISICSB will now receive the information when wind farm applications or documents are reviewed. This will help ISICSB to assess any impacts concerning large wind farm buildouts, and how they might affect existing microwave backhaul for ISICS.

Ms. Black stated that another issue is that the smaller wind farms do not go through the Iowa Utilities Board for approval. The ISICSB must figure out how to alleviate interference with the smaller wind farms that do not report to the Iowa Utilities Board.

Ms. Black stated there has been contact with MidAmerican and Alliant/IPL project managers. Those individuals now have knowledge of our current microwave network. There was feedback given on the Crystal Lake re-powering project.

Ms. Black stated that a lot of progress has been made with respect to being a part of the process and suggested that ISICSB establish a set of rules for what is considered “too close” for wind farm developments.

Old Business: None.

New Business: UGC Chair Buffington stated that the UGC considered and voted to approve the following applications for access: Level 1 – Region 6 LEPC. Level 1 – Scott County Health Department. Level 1 – Cass County. Level 2 – Iowa Association of Municipal Utilities. Level 2 – Waukee Schools (updated).

UGC Chair Buffington made a motion for the board to approve the users. Mr. David Ness seconded the motion. All in favor. Motion passes.

Governance Chair Benson made a motion for the approval of four standards. The standards were for Security Equipment Sites, Travel Communications, Change Management, and Notification for System Changes and Outages. Lt. Kasper seconded the motion. Technology Chair Updike requested a roll-call vote.

Administrative Assistant Hollie Davidson took a roll-call vote for the approval of four standards. Motion to approve passes with 13 “aye” votes (Jeff Swearngin, Marty Smith, Tom Lampe, John Benson, Andy Buffington, Ellen Hagen, Michele Bischof, David Ness, Jason Leonard, Rob Rotter, Michael Kasper, Larry Smith) and 2 “abstain” votes (Patrick Updike, Sandra Black).

Public Comment: None.

Motion to Adjourn: Sandra Black made a motion to adjourn. Patrick Updike seconded. Meeting adjourned at 11:44 a.m.

YouTube link for the February 2019 ISICSB Board Meeting:
<https://www.youtube.com/watch?v=7lroBqDDuE8>